



CROWTHORNE EDUCATIONAL CHARITY

GRANT APPLICATION FORM

EDUCATIONAL BODY

The information you provide (personal information such as name, address, email address, phone number, organisation) will be processed and stored by the administrators and trustees of the Crowthorne Educational Charity to enable us to contact you and respond to your correspondence and/or provide information. Your personal information will be not shared or provided to any other third party, without your prior consent. Please see our Privacy Notice for further information: www.crowthorne-pc.gov.uk

1 Educational Body Information

Educational establishment	
Name of Contact	
Role of Contact	
Address *	
Post Code	
Telephone No	
E-mail Address	

* educational establishments must be situated in Crowthorne Parish or able to demonstrate that the grant is sought to provide an educational benefit for residents of Crowthorne Parish.

2 Purpose of Grant

Date of Project Start	
Cost of Project	£
Grant requested	£

Other Sources of Financial Assistance to be applied to:

Source:	Amount £

(Please attach any supporting information relating to your Grant application)

We the undersigned agree to the terms and conditions shown on the reverse side of this Application form.

Signature of Applicant Date

Signature of Head of Educational Establishment

Contact Tel No

GRANT PURPOSE, TERMS & CONDITIONS

1 Grant Purpose:

- a The purpose of the Charity is to promote the education of persons resident in the Parish of Crowthorne in the pursuit of educational activities.
- b Crowthorne Educational Charity is not itself responsible for any activities carried out by the applicant.

2 Grant Terms and Conditions:

- a The information given by Applicant on the Organisation is correct at the time of the application and that any change to that information before completion of the activity will be notified to the Charity.
- b Applications received for major expenditure **exceeding £1,500** must be accompanied by 3 quotations and if available a works specification. Where quotations are not like for like an explanation summarising the difference must be given under Supplemental Information.
- c Where the cost of the activity is made up of more than one element the detailed cost of each element is given as supplemental data.
- d That in the event that the applicant receives more funding from this Charity and from other sources than the total cost they will refund the Charity in proportion to the original share of total funding.
- e That the applicant will no later than 3 months after completing the Grant request purpose, complete a "GRANT FEED BACK FORM".
- f That if requested, at the time of the Grant being given, the applicant will give a personal presentation to the Trustees.
- g That the applicant agrees that the information provided on the 'GRANT FEED BACK FORM' can be used for publication in the 'Crowthorne Eye', social media and other online and hard copy publications in order to raise awareness of the charity.
- h Where the original purpose, objective or activity the grant was applied and awarded for changes or ceases before its completion, this must be reported to the Charity immediately, and the Charity may require the repayment of all or part of the grant award. Where this could cause hardship, the Charity may agree to accept repayment in instalments over an extended period of time.
- i The charity will not consider applications or award grant funding to pay for or subsidise private school, college or other tuition fees; or university/further education course fees or living costs.

3 Factors that the Trustees take into consideration in determining the application:

- a Should the purpose of the Grant already be covered by National or Local Funding per Legislation i.e. Employment Benefits, Education National Curriculum or Social Services then the request would not be eligible for consideration.
- b That there is a defined educational benefit for the individual or the educational establishment through the grant being approved.
- c That there is evidence of family hardship that would prevent the individual attending an event where the majority of peers are attending. Any information provided will be treated confidentially.
- d Where a grant application is for an educational establishment, it must not be for any improvement that should be covered by the requirements of the National Curriculum to meet the necessary education standards that should be covered by the LEA or could be funded if they had Academy status with central government funding, i.e. have the establishment governors and management demonstrated that there is no other funding available?

Supplemental Information:

How/where did you hear about the Crowthorne Educational Charity?

Completed Application Form to be returned to the Administrator to the Trustees,
The Morgan Centre, Wellington Road, Crowthorne, RG45 7LD
Email: administration@crowthorne-pc.gov.uk